

**CITY OF SARASOTA, FLORIDA
VEHICLE AND EQUIPMENT MAINTENANCE**

	Actual 2008-09	Budget 2009-10	Amended Budget 2009-10	Estimated 2009-10	Budget 2010-11
Available Fund Balance	\$ 565,432	\$ 608	\$ 39,754	\$ 39,754	\$ (19,415)
<u>Revenues</u>					
Gasoline Sales	474,568	843,550	843,550	560,000	570,000
Diesel Sales	287,174	454,394	454,394	387,664	391,452
Other Repairs	1,906	45,845	45,845	200	200
Equipment Repair & Maint.	1,031,571	871,149	871,149	935,393	1,105,503
Supplies and Materials	519,189	670,127	670,127	766,000	764,968
Miscellaneous income	58,178	65,000	65,000	54,000	54,000
Total Revenues	<u>2,372,586</u>	<u>2,950,065</u>	<u>2,950,065</u>	<u>2,703,257</u>	<u>2,886,123</u>
Estimated Funds Available	<u>2,938,018</u>	<u>2,950,673</u>	<u>2,989,819</u>	<u>2,743,011</u>	<u>2,866,708</u>
<u>Expenditures</u>					
Personnel	880,450	807,623	807,623	785,284	769,295
Operating	202,988	225,720	271,567	245,668	370,538
Merchandise for Resale	1,367,514	1,803,208	1,803,208	1,591,250	1,657,366
Capital	404,605	21,130	104,504	98,692	26,130
Debt Service	41,532	41,532	41,532	41,532	41,532
Total Expenditures	<u>2,897,089</u>	<u>2,899,213</u>	<u>3,028,434</u>	<u>2,762,426</u>	<u>2,864,861</u>
Projected Ending Balance	40,929	<u>\$ 51,460</u>	<u>\$ (38,615)</u>	<u>\$ (19,415)</u>	<u>\$ 1,847</u>
Fund Balance Adjustment	<u>(1,175)</u>				
	<u>\$ 39,754</u>				

Vehicle & Equipment Maintenance

Mission Statement

To provide vehicle and equipment maintenance and repairs to all City vehicles and equipment in an efficient and financially responsible manner so that departments can effectively provide services.

Description of Operations

The 12th Street Garage provides efficient, safe and financially responsible maintenance and repairs for all City vehicles and construction equipment. Services include 24 hour fully automated fueling facility, scheduling and performing preventative maintenance, emergency roadside assistance, bidding and scheduling contracted repairs, scheduling warranty repairs and maintaining vehicle and parts inventories.

CITYWIDE PRIORITIES

PRIORITY - QUALITY OF LIFE

Strategy

To preserve and promote the parts of our City that makes us a unique and desirable community to live in.

Objective

- Continue to provide support for youth empowerment/job programs such as Yelda, Man-Up and the Greatness Beyond Measure Teen Summit.
- Spearhead or support initiatives for the educational and employment advancement of adults in the Newtown community.

PRIORITY - OPERATIONAL FOCUS

Strategy

Provide a 24-hour fully automated fueling facility that meets all Federal, State and County permitting requirements.

Objective

- To furnish 24 hour service for diesel, gasoline, motor oil, water and air.
- To complete yearly compliance inspection for all Federal, State and County permitting requirements.
- To provide fuel 3% below the average retail sales price.

PERFORMANCE MEASURES

<u>Description</u>	<u>Unit</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
Effectiveness Measure					
Fuel cost below average retail sale	Percent	10%	9%	9%	9%
Enforcement actions for fuel permit	Number	0	0	0	0

PRIORITY - OPERATIONAL FOCUS

Strategy

Provide preventative maintenance (PM) for all city vehicles and equipment.

Vehicle & Equipment Maintenance

Objective

- To provide preventative maintenance for solid waste vehicles, heavy equipment, automobiles and pickups compatible to manufacturer's recommendations.
- To initiate daily vehicle service requests.
- To recommend replacement of vehicles and equipment at the end of their economic life.
- To furnish a 5 year capital equipment replacement plan.
- To provide a yearly preventative maintenance cost report for each vehicle including a fluids, parts, and warranty services inventory.
- To schedule and coordinate specialized contract repairs provided by outside vendors when necessary.
- To bid oil changes at 5% below retail cost.

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Output Measure					
Vehicles/equip in PM program	Number	463	766	766	766
Effectiveness Measure					
Oil change bid below retail	Percent	n/a	n/a	n/a	n/a
Efficiency Measure					
Vehicles maintained / certified mechanic	Number	77	109	109	109

PRIORITY - OPERATIONAL FOCUS

Strategy

Provide repair for City vehicles and equipment, in a cost effective manner.

Objective

- To provide quick computerized diagnosis of vehicle maintenance needs.
- To schedule and coordinate specialized warranty and contract repairs with outside vendors.
- To maintain an effective parts inventory for routine repairs.
- To maintain employee productivity rate.
- To ensure safe working conditions.
- To ensure 95 % of fleet is usable at all times.

PERFORMANCE MEASURES

Description	Unit	FY 2008	FY 2009	FY 2010	FY 2011
Output Measure					
Non-scheduled repairs	Number	3,390	3,275	3,250	3,250
Effectiveness Measure					
Fleet availability	Percent	98%	98%	98%	98%
Repair comebacks vs. repairs	Percent	2%	2%	2%	2%

Cost Center Expenditures By Category

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Personnel	880,452	807,623	769,295	0	769,295
Operating Expenditures	1,456,475	1,943,215	1,811,504	0	1,811,504
Capital Expenditures	404,605	21,130	26,130	0	26,130
Debt Service	41,532	41,532	41,532	0	41,532
Transfer Expenditures	114,026	85,713	216,400	0	216,400
Totals	2,897,090	2,899,213	2,864,861	0	2,864,861

Vehicle & Equipment Maintenance

Personnel Summary

Actual Positions	11.00	10.00	0.00	10.00
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Revenue Summary

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Intergovernmental	45,102	50,000	42,000	0	42,000
Interest	12,073	15,000	12,000	0	12,000
Other Miscellaneous Revenues	1,002	0	0	0	0
Intragovernmental Services	2,314,408	2,885,065	2,832,123	0	2,832,123
	2,372,585	2,950,065	2,886,123	0	2,886,123